MA-516 Massachusetts Balance of State NOFA 2019 - Ranking and Review Process

The Balance of State Ranking process requires three separate sets of people to work in tandem. Small ranking groups use objective measures to establish a score for every project being ranked. The Project Evaluation Committee uses these scores and prepares recommendations to the Advisory board, who makes a final decision on ranking.

The ranking process and the tool used to establish the scores for ranking were carefully vetted with the provider community via the large planning group meetings on 11/7/18, 1/2/19, and 7/9/19. A <u>sample version of the tool</u> can be found at the end of this document.

Project Applications were due to DHCD no later than 5:00 pm on August 16, 2019. Project ranking relied entirely on Project Applications, APR data extracted directly from the SAGE system, and monitoring reports from DHCD. Those reports were packaged with the ranking tool and distributed to the small ranking groups on August 19, 2019.

The small ranking groups, using the tool with <u>objective measures outlined below</u>, worked independently to score the projects assigned to them. The small groups submitted final scores to the chair of the Project Evaluation Committee by August 27, 2019.

Once to Project Evaluation Committee receives the scores from the small scoring groups, they are responsible for developing no more than three recommended strategies for a final ranking to the advisory board. At least one strategy MUST be in the order of the scores, with the highest scoring project at the top and the lowest scoring project at the bottom. Projects receiving the same score will be ordered as outlined in the "Breaking Ties" section below.

- The Project Evaluation Committee MAY recommend a different strategy to the advisory board for final ranking in certain specific examples. They may recommend:
- Moving new project proposals lower in the ranking to preserve well-functioning renewal projects.
- Moving project expansion proposals next to, but lower in the ranking than the project they are expanding.
- Move individual projects in the ranking to adjust for exceptional circumstances that are outside
 the project's or the project's subrecipient's or sponsor's ability to address. Examples of this may
 include natural disaster or other unexpected / unpreventable loss of a large percentage of the
 project's units.

On August 27, 2019, the Project Evaluation Committee met to review the projects as a whole and to assign ranking. All projects submitting applications in E-SNAPS were included in the ranking and will be attached to the CoC's NOFA response.

After careful consideration, the Project Evaluation Committee prepared a recommendation to the Advisory Board to alter the ranking of the projects. They offered three specific recommendations, one of which was, "Move new projects (excepting the Coordinated Entry, and the TSS TH/RRH Expansion to the bottom of Tier two in the order of scoring, and in doing so, preserve already existing housing and services resources."

On September 4, 2019, the Advisory Board met and adopted the Ranking and Review Committee's recommendation as written above. The final ranking can be found below.

Objective Measures in the tool

There are four threshold criteria for the ranking process. Failure to meet these threshold criteria results in the project not being ranked by the small groups and reallocated. Those criteria are:

- Compliance with Coordinated Entry
- Documenting the minimum match
- Being an active member of the CoC (for renewal projects only)
- The application being complete and understandable.

All project proposals met the minimum threshold criteria this year and so were subsequently scored and ranked.

The objective measures from the tool and the points assigned them are outlined in the table below

Performance Measures (max 40)

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| **SOF participants successful in bolanming or retaining perinarient rooting max xiy **SOF** ** | NOTA 2013 Natiking | |
|--|---|-----------------|
| 85% 90% 10 points | % of participants successful in obtaining or retaining permanent housing (ma | |
| | | |
| Se of households served in comparison to those promised (max 10) | | · |
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| 85%-90% 5 points -855% 0 points -857% 10 points -900% 15 points -857% 0 points -857% 0 points -857% 0 points -857% 10 points -858 10 | | T., |
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| 85%-90% 5 points <85% | | |
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| Serving Vulnerable Persons (max 20) Chronic Homelessness – project designation (max 10) Dedicated Plus 10 points Nor Dedicated Pus 10 points Does the project serve exclusively youth or those fleeing domestic violence (max 5) Ves 5 points No 0 0 points Is the Project "Housing First"? (max 5) Yes \$ 5 points No 0 0 points Is the Project "Housing First"? (max 5) Yes \$ 5 points No 0 0 points Fiscal (max 15) Froject Dilling submitted on time? (max 5) Consistently on time \$ 5 points Late one or two times \$ 3 points Late more than two times \$ 5 points No 0 0 points Rental Assistance Project? (max 5) Yes \$ 5 points No 0 0 points Fiscal (max 15) Fiscal (max 15) Froject Dilling submitted on time? (max 5) Consistently on time \$ 5 points Late more than two times \$ 3 points Late more than two times \$ 5 points No 0 0 points Fiscal (max 15) Yes \$ 5 points No 0 0 points World on \$ 3 points Lot with the project of the project (max 5) Less than 5% \$ 5 points No 0 10 points More than 15% \$ 2 points More than 15% \$ 2 points More than 15% \$ 0 points Compliance (max 30) Data Quality (max 10) 1 point for each of select data elements with less than 10% null \$ 1 points AFR submission (max 10) Submitted to DHCD not time \$ 5 points Submitted to DHCD not time \$ 5 points Submitted to HUD a time \$ 5 points Submitted to HUD not time \$ 5 points Nor finding, no concerns \$ 1 0 points AFR accepted by HUD \$ 0 points AFR accepted by HUD \$ 0 points Nor findings, no concerns, all resolved \$ 5 points No findings, some concerns, all resolved \$ 5 points No findings, some concerns, all resolved \$ 5 points | 85%-90% | 5 points |
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| Unresolved concerns 3 points | | 8 points |
| | 1 or more findings, all resolved | 5 points |
| | Unresolved concerns | 3 points |
| | Unresolved findings | 0 points |

Breaking Ties

Projects will sometimes receive the same score. In those cases ties will be broken in the following way to determine which project is placed higher than the other in the ranking.

- Where the projects receiving the same score are different project types, projects will be prioritized in the following order:
 - o HMIS
 - Coordinated Entry
 - o Permanent Supported Housing
 - o Permanent Housing / Rapid Rehousing
 - o Joint Transitional Housing / Rapid Rehousing
 - Transitional Housing
 - Supportive Services Only
- Where projects receive the same score, and are of the same project type, renewal projects shall be prioritized over new projects
- Where projects receive the same score, and are of the same project type, and are both either renewal or new, the project that will serve the most people shall be prioritized.
- Where projects receive the same score, and are of the same project type, and are both either renewal
 or new, and will serve the same number of people, the project utilizing the least funds, as a measure
 of cost per household, shall be prioritized.

MA-516 Massachusetts Balance of State NOFA 2019 - Ranking and Review Process

Sample Tool

| | Julipic I | 001 | | $\overline{}$ | |
|--|---|-----------------------------|----------------|---------------|-----------|
| Project name: | | | | | |
| Grant Number: | | | | | |
| Project Type | PH | | _ | | |
| Last Year's Grant \$ | \$748,744 | | 7 | 4 | |
| Total Units | 55 | | | | |
| | Thursday I de Cale | | | | |
| A Door the Brolest | Threshold Crit | eria Yes | | | |
| | Participate in Coordinated Entry? | | | | |
| | ocumented minimum match? | Yes | | | |
| | n Active CoC member? | N/A | | | |
| D. Is the Application | Complete with consistent data? | Yes | | | |
| | | | | | |
| | Performance Me | asures | | | |
| 1. Permanent Housi | ing Outcomes | | | | |
| 1a. Total # of Stay | ers in the last reporting period | | | | 44 |
| 1b. Total Persons | | | | | 9 |
| | exiting to Positive Outcomes | | | | 5 |
| | excluded from outcome | | | | 0 |
| | nts successful in this measure | 92% | | | 20 |
| 2. Total Households | | | | | |
| 2a. Number of Ho | | | | | 49 |
| | roject is supposed to have | | | | 55 |
| | ds served to those proposed | 89% | | | 5 |
| | | 0376 | | | - 3 |
| 3. Persons Served o | | | | | |
| 3a Enter number of | | | | | 55 |
| | of participants served on the last d | | ry | | 40 |
| | of participants served on the last d | | | | 40 |
| | of participants served on the last d | | | | 45 |
| | of participants served on the last d | | er | | 46 |
| 3e. Average % of | participants served over time | 78% | | | 0 |
| | Serving Vulnerable | | | | |
| 4. Prioritizing Chror | nic Homelessness: The project is de | esignated ir | n the applic | cation as: | |
| 5. Coordinated Asse | Dedicated Plus | | | | 10 |
| | | | | | 22 |
| - | dinated Entry System Score | | | | 23 |
| | ge Coordinated Entry Score | | | | 34 |
| | verage vs system average | 148% | | | 10 |
| | exclusively serve unaccompanied y | youth or the | ose fleeing | | |
| Domestic violence | e? | | | No | 0 |
| 7. Does the Project | meet the threshold for "Housing Fi | rst"? | | No | 0 |
| | Fiscal | | | | |
| 8. Project's billing v | vas submitted on time? | Consi | stently on | Time | 5 |
| 9. Reversions | Tab sabilities on time. | Cons | July on | | |
| | assistance project (AVA as Shelter | Dius care 2) | No 7 | | 0 |
| | assistance project (AKA as Shelter | | NO | | 0 |
| | ring for the first complete grant ye | arr | | | |
| | igits of the grant number: | | 10 | | FALSE |
| 9c. Amout of Gran | t Funds Spent | \$534,743 | Reverted: | \$214,001 | 40% |
| 9d. % of funds rev | verted | More th | nan 15% | | 0 |
| | Compliance | e | | | |
| 10. Data Quality: 1 | point for each universal data eleme | | % null. Fle | ments incl | lude last |
| | rity number, date of birth, race, eth | | | | |
| manner, aveigt actual | t entry date, and dient location | q q | der, vetera | status, u | |
| | entry date, and dientifocation | - | 0.000.010 | Ma | 9 |
| condition, project | to DUCD on time 20 down from the | THE PERSON NAMED IN | e grant? | No | 0 |
| condition, project 11. APR submitted | to DHCD on time - 30 days after the | | _ | | _ |
| condition, project 11. APR submitted 12. APR submitted | to HUD on time - 90 days after the o | lose of the | grant? | Yes | 5 |
| condition, project 11. APR submitted 12. APR submitted 12a. Was the mos | to HUD on time - 90 days after the o st recent APR reviewed buy HUD re | lose of the jected by th | grant? nem? | No | 0 |
| condition, project 11. APR submitted 12. APR submitted | to HUD on time - 90 days after the o st recent APR reviewed buy HUD re | lose of the jected by th | grant? | No | |

MA-516 Massachusetts Balance of State NOFA 2019 - Ranking and Review Process Final Ranking

| Rank | Project Name | | | | |
|------------|--|--|--|--|--|
| 1 | Disabled Family Leasing | | | | |
| 2 | Advocates Supported Housing | | | | |
| 3 | Julie House | | | | |
| 4 | Metrowest SH | | | | |
| 5 | Greater Boston Rental Assistance for the Chronically Homeless | | | | |
| 6 | Journey to Success | | | | |
| 7 | LINCOLN ST | | | | |
| 8 | Home Again/Fresh Start | | | | |
| 9 | METROWEST LEASED HOUSING | | | | |
| 10 | Chelsea-Revere Homeless to Housing | | | | |
| 11 | NEW BEGINNINGS | | | | |
| 12 | Proyecto Opciones | | | | |
| 13 | Mystic Valley Homeless to Housing | | | | |
| 14 | Tri-City Rental Assistance Project | | | | |
| 15 | Greater Boston Tenant Based S+C | | | | |
| 16 | North East Scattered Site Tenancy S+C | | | | |
| 17 | Greater Boston Mobile Stabilization Team | | | | |
| 18 | HMIS Continuous Quality Improvement | | | | |
| 20 | MA-516 Coordinated Entry Grant New | | | | |
| 21 | North Star Housing (First Year Incomplete) | | | | |
| 22 | SMOC Metrowest Permanent Supportive Housing Program | | | | |
| 23 | Housing Pronto (First Year Incomplete) | | | | |
| 24 | Scattered Site Transitional Apartment Project | | | | |
| 25 | Community Housing Initiative | | | | |
| 26 | Brookline Rental Assistance for the Chronically Homeless | | | | |
| 27 | JRI Supportive Housing-Hope for Families Program | | | | |
| 28 | YWCA Fina House Project | | | | |
| 29 | Community Housing S+C | | | | |
| 30 | Post-Acute Treatment Services / Pre-Recovery Services (PDPR) | | | | |
| 31 | Aggressive Treatment and Relapse Prevention Program (ATARP) | | | | |
| 32 | Brookside Terrace S+C | | | | |
| 33 | TSS TH-RRH | | | | |
| 34 | TSS TH-RRH Expansion New | | | | |
| 35 | Greater Boston Sponsor Based S+C | | | | |
| 36 | HOAP S+C | | | | |
| 37 | Bedford Veterans Quarters | | | | |
| 38 | HomeRISE | | | | |
| 39 | MA-516 South and West PSH New | | | | |
| 40 | Metro-Boston East PSH New | | | | |
| 41 | Metro-Boston West PSH New | | | | |
| 42 | Upper Merrimack Valley PSH New | | | | |
| 43 | MA-516 DV RRH New | | | | |
| | Projects Not Requiring Ranking | | | | |
| | Advocates Supported Housing Consolidation | | | | |
| | Mystic Valley Homeless to Housing Consolidation | | | | |
| | MA-516 Planning Grant | | | | |
| | TSS TH-RRH Combined | | | | |
| nighlighte | are in Tier 1 Projects highlighted in blue are in Tier 2 The Project | | | | |

Projects not highlighted are in Tier 1. Projects highlighted in blue are in Tier 2. The Projects highlighted in gold is partially in Tier 2